

Professional Writing Job Description:

The University of Houston-Downtown is seeking candidates for three positions of Assistant Professor of English supporting our undergraduate and graduate degrees in professional writing and technical communication.

Candidates will teach courses in business and technical report writing; documentation and manuals; web design and production; advertising and public relations; legal writing; or editing; and perform all other duties as assigned. The standard teaching load is four undergraduate courses (12 semester hours) per long semester (possibility of future load reduction as University implements strategic plan). Positions are budgeted at approximately 51K for 9 month appointment. Summer teaching frequently is available for additional salary. Information on UHD Department of English is available at <http://www.uhd.edu/academic/colleges/humanities/english/>.

Basic Requirements:

- Ph.D. requirements completed by January 2010
- University-level teaching experience
- Potential to research and publish in the field.

Notes:

An application, CV, unofficial transcripts, statement of teaching philosophy, sample of scholarly or professional writing, three letters of reference and a cover letter are required. Documents that cannot be attached should be sent to: University of Houston-Downtown, Attention: Dr. Karina Stokes; Search Chair, Department of English; One Main Street, Ste. S-1045, Houston, TX 77002, or electronically to stokesk@uhd.edu.

Located in northern downtown corporate center of Houston near the downtown theater district, UHD enrolls over 12,000 undergraduate and graduate students and offers daytime, evening, and weekend courses through both classroom and various technology-enabled media. The University of Houston-Downtown is an Affirmative Action/Equal Opportunity employer. Offer of employment contingent upon verification of individual's eligibility for employment in the United States.

Houston is the nation's fourth most populous city, and second lowest in terms of cost of living among major American cities. The city is home to 23 Fortune 500 companies and many other world-class institutions in energy, medicine, aerospace, manufacturing, and business services.